



Iowa Department of Human Services

Terry E. Branstad
Governor

Kim Reynolds
Lt. Governor

Charles M. Palmer
Director

10/21/14

Diane Davis
322 Friendship St
Iowa City IA 52245

Dear Diane;

This letter is in regards to the compliance check of your Level B, Registered Child Development Home completed on 7/22/14. Iowa Code Chapter 237A and 441 Iowa Administrative Code, Chapter 110, describes specific requirements that must be met by a Registered Child Development Home. I am enclosing the corrective action plan you agreed to and signed stating you would keep the dog away from the children. The following areas were out of compliance at the time of my visit:

☒ 110.5(1) Conditions in the home are safe, sanitary, and free of hazards.

Issues are: Provider has a Husky dog/puppy. She refused to sign a safety plan to keep the dog in a kennel during child care hours or outside away from the children. . A child was hurt by the dog. She said the issue is the child was tormenting the dog and the dog became protective of another child. Two days later, provider did sign a safety plan to keep the dog away from the children either outside or in a kennel which is enclosed.

☐ 110.5(1)d Medicines are given only with written authorization from the doctor or parent.

You gave medications without written consent. This is a rule requirement. One of your children is on oxygen. That is a prescription so you need written permission from the parent.

☐ 110.5(1)d Prescribed medicines are accompanied by doctors' or pharmacist's direction.

You had medications that needed doctors or the pharmacist's directions. One of your children is on oxygen. That is a prescription so you need written prescription from the doctor.

☐ 110.5(1)d All medicines are in original containers with directions intact and labeled with child's name.

You had medications that were not in the original container with directions intact and child's name on the label.

☐ 110.5(1)h Is fenced off when located on a busy thoroughfare or near a hazard.

Parking lot is a hazard, needs to have play area gated or go someplace else to play.

☐ 110.5(1)k Fire and tornado drills are practiced monthly and documentation kept. **Need to do drills and document monthly. You have 2013 completed but it appears you stopped documenting in April 2014.**

☐ 110.5(1)w Injury report forms are maintained for any injury requiring first aid or medical care. The forms are completed on the date of occurrence, shared with parents and copies are in the child's file. **Had three incidents where medical care was needed and no written documentation of the situation or notifying the parent.**

☐ 110.5(3) Activity Program.

☐ 110.5(3)e All equipment and materials are adequate for the number of children present: **Need more toys and equipment. Provider had one container of blocks for 9 children to play with. The children were fighting over the blocks. The provider needed more blocks for all children to play together.**

110.5(8) Children's Files

The children's files must be updated annually with the emergency medical authorization completed yearly. If the parent wants to review, edit and re-sign and date the intake and emergency medical authorization instead of completing a new form that is ok. I suggest you pick a date, such as the first of the year, beginning of school, your birthday or anniversary, Valentine's Day, etc. On that date I suggest you double check for a current physical form and immunizations (if there were any updates) and have the parents redo or re-sign the emergency medical and intake information.

☐ 110.5(8)c A signed medical consent from the parent authorizing emergency treatment. **Need for: 1 child . LS**

☐ 110.5(8)d For infants and preschoolers: An admission physical examination, on the first day of attendance, including past health history, status of present health, allergies and restrictive conditions, and recommendations for continued care when necessary. The date of the exam is not more than 12 months before the child's first day of attendance. **Need for: 2 children LS & TP.**

☐ 110.5(8)d For school-aged children: On the first day of attendance, a statement of health status signed by the parent or legal guardian. **Need for: all children .**

☐ 110.5(8)e For school aged children: An annual statement of health condition signed by the parent or legal guardian, annually from date of admission physical. **Need for: all children .**

☐ 110.5(8)f A list signed by the parent which names persons authorized to pick up the child, their telephone number, and relationship to the child. **Need for: one child . TP.**

☐ 110.5(8)g A signed and dated immunization certificate provided by the state department of public health. **Need for: 5 children: CH both, ES, TP, & LS.**

☐ 110.5(8)h For each school-age child, record of a physical exam completed at the time of school enrollment or since. **Need for: all but 1 W .**

☐ 110.5(8)j Injury report forms to document injuries requiring first aid or medical care. **Need for: each incident when there is an injury requiring first aid care.**

110.5(9) The provider meets the following requirements:

☐ 110.5(9)a Gives careful supervision at all times. **Need for to make sure the children that will not listen and follow rules are monitored much more closely or not allowed to go outside unless you have an assistant to help you. Your yard is too close to the parking lot which has many hazards. You also have a new puppy that has scratched a child and bit a child in the face. The provider failed to remove the dog from the children after the first incident and refuse to separate the children and the dog until 2 days after we requested they separate them.**

Non-compliance with the mandated regulatory requirements listed above has led to the revocation of your Child Development Home Registration. This decision is also detailed in the complaint letter date 9-25-14 and the two Notice of Decision's: Child Care, dated 10-21-14.

Please do not hesitate to contact me at DHS at 319-892-6826 if you have any questions regarding this letter.

Sincerely,

Lisa Wesbrook
Social Worker II

Irene Holzwarth
Social Work Supervisor

Always Remember:

Child Care Resource and Referral is an excellent resource for providers to access training options and support in your area. You can reach Child Care Resource and Referral at 866-324-3236.

As you plan your future trainings to meet your 24 hours of training requirement, please remember that you need to use only DHS approved training and only 12 hours can be by self-study. You can access the approved training by going to http://www.dhs.state.ia.us/Consumers/Child_Care/Professional_Development.html and you can sign up for training at <https://ccmis.dhs.state.ia.us/trainingregistry/>

All providers need to maintain compliance with rules set out in Iowa Administrative Code, Chapter 110, which includes: 441 IAC 110.5(1): Check with the appropriate authorities to determine how the following local, state, or federal laws apply to you: • Zoning code • Building code • Fire code • Business license • State and federal income tax • Unemployment insurance • Worker's Compensation • Minimum wage and hour requirements • OSHA • Americans with Disabilities Act (ADA).